

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
June 4, 2018

Chairman Jim Heisey called the meeting to order at 6:40 pm.

ROLL CALL

Roll call was taken by Secretary Lori Poorman. Jim Heisey, Rick Rudy, Beverly Martel, Kevin Helms, Tom Demler and Dale Bevans of the Board were present. Paul Lutzkanin, Tony Fitzgibbon, Kevin Snader and Lori Poorman were also present.

COMMENTS/COMPLAINTS

None

MEETING MINUTES

Mrs. Martel made a motion to accept the meeting minutes as written. Mr. Bevans seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$206,273.18 from the Sewer Fund and \$55,680.60 from the Water Fund. Mr. Bevans made a motion to pay the bills. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Financial Statement – The financial statement was presented to the Board for approval. Mrs. Martel made a motion to accept the financial statement, pending audit. Mr. Bevans seconded the motion and the Board voted for the acceptance of the financial statement as presented, pending audit.

OFFICE MANAGER'S REPORT

Mr. Bevans made a motion to accept Brungart Builders estimate of \$435.00 to remove the old air conditioning unit and replace it with glass blocks. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

OPERATION MANAGER'S REPORT

Mr. Snader reported that the repairs to the electrical room have been completed and the PLC has been updated.

Mr. Snader reported that DEP has revised the requirements for chlorine residual in the distribution system.

ENGINEER'S REPORT

Mr. Lutzkanin reported that the water system map has been updated and updated maps have been supplied to the office.

SOLICITOR'S REPORT

Mr. Bevans made a motion to authorize Steckbeck Engineering to prepare a new 5-year capital plan for the water system, to prepare tapping fee updates for both the water and sewer systems and to perform a new water and sewer rate study. Mr. Helms seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

Building Committee

Mr. Bevans reported that he would contact Stoner Electric to repair the sign in front of the office.

Operations Committee

COMMENTS/COMPLAINTS

None

ADJOURNMENT

The Board went into Executive Session at 7:40 pm. The Executive Session concluded at 8:20 pm. and the meeting was called back into order.

There being no further action as a result of the Executive Session, a motion to adjourn was made by Mr. Rudy, seconded by Mr. Helms and approved unanimously.

The meeting adjourned at 8:22 pm.

**Respectfully submitted,
Lori Poorman
Office Manager**